

**MINUTES
HALTOM CITY COUNCIL MEETING
CITY HALL, 5024 BROADWAY AVENUE
March 28, 2016**

A Regular Meeting was held by the City Council of the City of Haltom City, Texas, on March 28, 2016, at 7:00 p.m. at City Hall, 5024 Broadway Avenue, Haltom City, Texas, with the following members present:

Mayor David Averitt	Mayor Pro Tem Bob Watkins
Council Place 1 Jeannine Nunn	Council Place 2 Walter Grow
Council Place 3 Scott Garrett	Council Member 6 Stephanie Davenport
Council Place 7 Dr. An Truong	

Council Place 4 Trae Fowler was absent during the Worksession.

Staff Present: Keith Lane, City Manager; Chuck Barnett, Assistant City Manager; Drew Larkin, City Attorney; Art Camacho, City Secretary; Justin French, Planning and Community Development Director; Jennifer Fung, Finance Director; Janet Garner, Purchasing Agent, Police Captain Steve Irvin, and Greg Van Nieuwenhuize, Public Works Director.

WORKSESSION

CALL TO ORDER

Mayor David Averitt called the Worksession to order at 6:00 p.m. A discussion was held regarding the Investment Policy, which included clarity terms and a future examination during the budget meetings. City Manager Lane presented the updates regarding the planned overall building interior renovation and also stated the American Disabilities Act report on the building will be available soon. In addition, a building assessment from 2012 by Brinkley Sargent would be given to each Council Member. The Audit Report was reviewed and it was determined that the Finance Department is in need of extra personnel and the possibility of a raise for the position of a finance department employee was discussed. The Consent Agenda was reviewed and a correction was made to the Minutes. The Regular Agenda was reviewed and a question was raised in regard to the hours in which the carpet company would be installing the new carpet. Police Captain Steve Irvin gave a brief description of the equipment to be purchased by the Criminal Justice Division Grants.

EXECUTIVE SESSION

There was no Executive Session.

REGULAR MEETING

CALL TO ORDER

Mayor Averitt called the meeting to order at 7:05 p.m.

INVOCATION/PLEDGE OF ALLEGIANCE

Council Member Jeannine Nunn gave the Invocation and led the Pledge of Allegiance and the Texas Flag Pledge.

ANNOUNCEMENTS AND EVENTS

Council Member Stephanie Davenport announced the following:

Library

Tax Help Preparation - AARP will assist people in filing income tax forms. Thursdays, through April 14, 12 – 4:00 p.m. Reservations required.

Super Science Saturdays – Held on Saturday, April 2nd, 2016, 9:00 - 10:30 a.m. For ages 6 – 12; free - no registration is required and the subject is "Weather".

Family Movie Night - Monday, April 11th, 6:30 p.m. - Movie: *The Wild*.

16th Annual Writing Contest - Poetry & short story. The deadline is May 31, 2016.

Book Sale - April 21st – 24th. Volunteers are needed to help sort books and it is sponsored by the Friends of the Haltom City Public Library.

Story Times

Thursdays, 11 – 11:45 a.m., - ages 3 & older, 1st Thursday of each month puppet show.

Fridays, 10:30 – 11:15 a.m., - ages 2 & younger.

For more information, please contact the Library – 817.222.7787, www.haltomcitytx.com

Community Projects

The 2016 Car Show for Kids is Saturday, April 2nd and sponsorships are available. The event raises funds for free backpacks and school supplies for Haltom City students, and \$50 sponsors one student for the entire school year.

Keep Haltom City Beautiful by volunteering for the Texas Trash Off on Saturday, April 9th from 1 – 4 p.m. Free T-shirts are given to volunteers and citizens can register online on the city website. Citizens can sign up to volunteer for the 6Stones CPR Spring Blitz event on Friday & Saturday, April 8th - 9th by registering online on the city website.

Citizens are reminded to put their Simple Recycling "green bags" on Tuesday or Wednesday recycling pick-up day. They accept unwanted textiles and home goods and keep them out of our landfills by recycling them.

PRESENTATIONS

Briana Fagan - Animal Services Fundraiser - Briana Fagan was honored for her effort in raising funds for the Animal Shelter and she announced her silent auction bake sale and her "Go Fund Me" internet website.

DAR/Diane Dyess – Nation's Vietnam War Commemoration – Council Member Jeannine Nunn presented a proclamation to Diane Dyess and members of the Daughters of the American Revolution (DAR) in honor of the nations' Vietnam veterans. Haltom City Public Library – Texas Municipal League Award – Assistant City Manager Chuck Barnett presented Library Director Lesly Smith with the Texas Municipal League Award plaque.

REPORTS

1. **Monthly Financial Report for February 2016** – Review of the preliminary monthly Financial Report for the month ending February 31, 2016. Finance Director Jennifer Fung presented the monthly finance report and a discussion was held regarding the revenue, expenses, property tax collections, and the decrease in the decline of the City of Euless in the neighborhood city comparison figures. No action was taken.
2. **Audit Report** – Review of the FY2015 Comprehensive Annual Financial Report (CAFR). Finance Director Jennifer Fung presented the FY2015 CAFR and John Manning, of Patillo, Brown and Hill, provided additional information regarding the FY2015 CAFR report. No action was taken.

CONSENT AGENDA

3. **Minutes – Minutes** – Consideration and/or action regarding approval of the Minutes of the meeting of March 7, 2016 and March 14, 2016.
4. **Ordinance No. O-2016-004-15 (Z-002-16)** - Consider action on the application of Matthew Holtman on behalf of Brian Randolph with Mercantile Partner LD for a Zoning Change request from "M-1" Industrial District to "M-2" Heavy Industrial

District located on Lot 3R1, Block 1 of the Mercantile Center East Addition, being approximately 12.065 acres located south of Clay Avenue and east of N. Beach Street, locally known as 4008 Clay Avenue – **2nd Reading.**

5. **Ordinance No. O-2016-005-15 (CU-001-16)** - Consider action on the application of Matthew Holtman on behalf of Brian Randolph with Mercantile Partner LD for a Conditional Use Permit request with site plan approval, for manufacturing and assembling operations of commodities including large steel located on Lot 3R1, Block 1 of the Mercantile Center East Addition, being approximately 1.079 acres located south of Clay Avenue and east of N. Beach Street, locally known as 4008 Clay Avenue – **2nd Reading.**

Council Member Dr. An Truong moved, seconded by Council Member Stephanie Davenport, to approve the Consent Agenda of Items 3, 4, and 5, with corrections to the minutes. **The vote was unanimous. Motion carried.**

REGULAR AGENDA

6. **Ordinance No. O-2016-006-15 (Z-003-16)** - Conduct a public hearing and consider action on the application of James E. Carson for a Zoning Change request from "SF-2" Single Family Residential District to "C-3" Commercial District located on Lot 8B, Block 1 of the Fairview Acres Addition, being approximately 0.424 acres located north of Broadway Avenue and west of Aurora Street, locally known as 4213 Broadway Avenue – **1st Reading.** Justin French, Planning and Community Development Director, presented the agenda item and the question of how this "SF-2" was zoned in the middle of a commercial district was asked. Mayor Averitt opened the Public Hearing at 7:44 p.m. No citizen came forward. Mayor Averitt closed the Public Hearing at 7:45 p.m. Council Member Walter Grow moved, seconded by Council Member Davenport, to approve Ordinance No. O-2016-006-15 (Z-003-16) – changing the SF-2 Single Family Residential District to C-3 Commercial District. **The vote was unanimous. Motion carried.**
7. **Carpet Purchase, Removal, and Installation Bid** – Consideration and/or action regarding award of bid to Dalton GA Carpet for the purchase, removal, and installation of carpet in City Hall. Purchasing Agent Janet Carver presented the bid and a question was asked in regard to determining the best bid and the business being a local carpet installation company. Council Member Garrett moved, seconded by Council Member Trae Fowler, to approve the bid of Dalton GA Carpet for the purchase, removal, and installation of carpet in City Hall. **The vote was unanimous. Motion carried.**
8. **Criminal Justice Division Grant (Software)** – Consideration and/or action to approve Resolution No. R-2016-010-04 CJD Justice Assistance Grant for the purchase of software equipment. Police Captain Steve Irvin presented the grant and a discussion was held regarding the supervision, hardware, renewal and training on the new program. Council Member Davenport moved, seconded by Council Member Fowler, to approve Resolution No. R-2016-010-04 - CJD Justice Assistance Grant for the purchase of software equipment. **The vote was unanimous. Motion carried.**
9. **Criminal Justice Division Grant (Video Surveillance)** – Consideration and/or action to approve Resolution No. R-2016-011-04 CJD Justice Assistance Grant for the purchase of video surveillance equipment. Police Captain Steve Irvin

presented the grant and a discussion was held regarding the conjunction of video surveillance, covert systems, and internal memory lifespan. Council Member Grow moved, seconded by Council Member Davenport, to approve Resolution No. R-2016-011-04 - CJD Justice Assistance Grant for the purchase of video surveillance equipment. **The vote was unanimous. Motion carried.**

VISITORS/CITIZEN FORUM

Citizen Daniel Lawson came forward to inquire about the Fossil Creek erosion at 3105 Haltom Road. No other citizen came forward.

BOARDS/COMMISSIONS

10. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members. Council Member Grow submitted the resignation of Gordon Jorgenson from the P & Z. **The resignation was unanimously approved.**
11. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions. The following appointments/reappointments were made:
 1. Mayor Pro Tem Watkins appointed Herb Williams to the Fire Services Board and Marian Hilliard to the Animal Advisory Committee. **The appointments were unanimously approved.**

EXECUTIVE SESSION

There was no Executive Session.

ADJOURNMENT

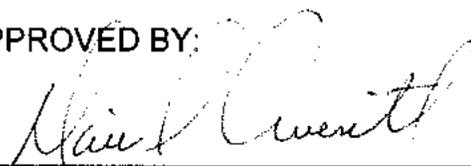
Mayor Averitt adjourned the meeting on March 28, 2016 at 8:15 p.m.

RESPECTFULLY SUBMITTED BY:



Art Camacho, City Secretary

APPROVED BY:



David Averitt, Mayor

